

MILLWOOD SCHOOL, BURY

POLICY: Library Pods

DATE: September 2016

DATE ADOPTED BY GOVERNING BODY:

"What we learn from good books and other resources becomes part of us."

(Library Association)

Millwood School has two library pods. One is situated in Redvales and one is located in Irwell.

Our school library pods aim to:

- Promote 'Reading for All'.
- Provide a wide range of good quality books, comics, story boxes and other learning resources to support the curriculum and learning needs of **all** pupils and teachers;
- Provide a creative and stimulating area where children can foster a love of print and reading;
- Provide a relaxing area for children to enjoy and listen to stories of their choosing;
- Provide a resource, which enables children to gain the library and research skills they need to become independent learners;
- Provide a space for focused small group and 1:1 teaching.

Staffing

The Literacy TLR Leader is responsible for managing the library pods and purchasing new resources. Designated staff and children will provide support with the daily running of the library pods. All staff and children have a responsibility to keep the library pods tidy and in good condition.

Access

Staff can access the library pods at any time. All classes have access to timetabled sessions in the library pods. Class teachers decide how to use their time in the library depending on the needs of the children. For example, children may work on: activities related to library skills, personal research for a class topic, independent browsing, story-telling or they may use this time to change library books. Each library pod has been risk assessed. Risk assessments are displayed on each door and with the Health and Safety coordinator.

Organization

The library pods are located in the Redvales and Irwell wings of the school. The pods aim to provide a safe, attractive and welcoming environment for children to further develop their love of reading.

Both library pods are also used as a workspace for 1:1 and small group teaching.

Staff and children may borrow books and story sacks from each pod. Any resource borrowed from the library is signed in and out on the recording sheet.

Any books taken home from school by children are recorded in each child's reading record by the class teacher. A letter will be sent home if books are lost or damaged.

Both libraries are available for: Pupil Premium and Speech Therapy 1:1 work.

Class teachers are responsible for ensuring that the library pod is left tidy after use.

Policy Written by: Natalie Parkes-Thompson
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